SIAST

ANNUAL REPORT 2000/01

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overview

Organizational Profile

With four urban campuses and an enrollment of more than 10,000 full-time and 30,000 part-time students, the Saskatchewan Institute of Applied Science and Technology (SIAST) is the leading provider of technical education and skills training in Saskatchewan.

SIAST offers more than 185 certificate, applied certificate, advanced certificate, diploma and post-diploma programs in the business, agriculture, science and health, nursing, technology, community services and industrial training sectors. In addition, SIAST delivers basic education and academic upgrading, credit and non-credit extension courses, apprenticeship training and off-campus university programming.

To meet the unique training needs of Saskatchewan's rural and northern residents, SIAST offers credit courses through print and video correspondence, the Internet, the Saskatchewan Communications Network and partnerships with the province's eight regional colleges.

SIAST's Administrative Offices are located in Saskatoon, and there are four campuses:

- Kelsey Campus in Saskatoon
- Palliser Campus in Moose Jaw
- Wascana Campus in Regina
- Woodland Campus in Prince Albert

Mission Statement

SIAST is an institution for adult career education, responsive and committed to quality and freedom within a healthy organizational structure.

Legislative Authority

SIAST is a corporation established by *The SIAST Act* (November 6, 1987) of the Legislative Assembly of the Province of Saskatchewan, Canada. SIAST is guided by a Board of Directors appointed by the Lieutenant-Governor in Council.

SIAST's Estimated Economic Impact in 1999-2000

SIAST's economic impact in each community is calculated by taking the sum of SIAST direct expenditures for salaries and purchases in each community, an estimate of the direct expenditures by SIAST students in each community and an estimate of the indirect expenditures stimulated by the direct expenditures of SIAST and its students.

Economic impact on the City of Moose Jaw
- $55.2 million

Economic impact on the City of Prince Albert
- $38.8 million

Economic impact on the City of Regina
- $52.5 million

Economic impact on the City of Saskatoon
- $80.8 million

2000 Graduate Employment Statistics Report

The 2000 SIAST Graduate Employment Statistics Report provides information on the graduates of SIAST's certificate and diploma programs, including graduate employment status, evaluation of training and general demographic characteristics.

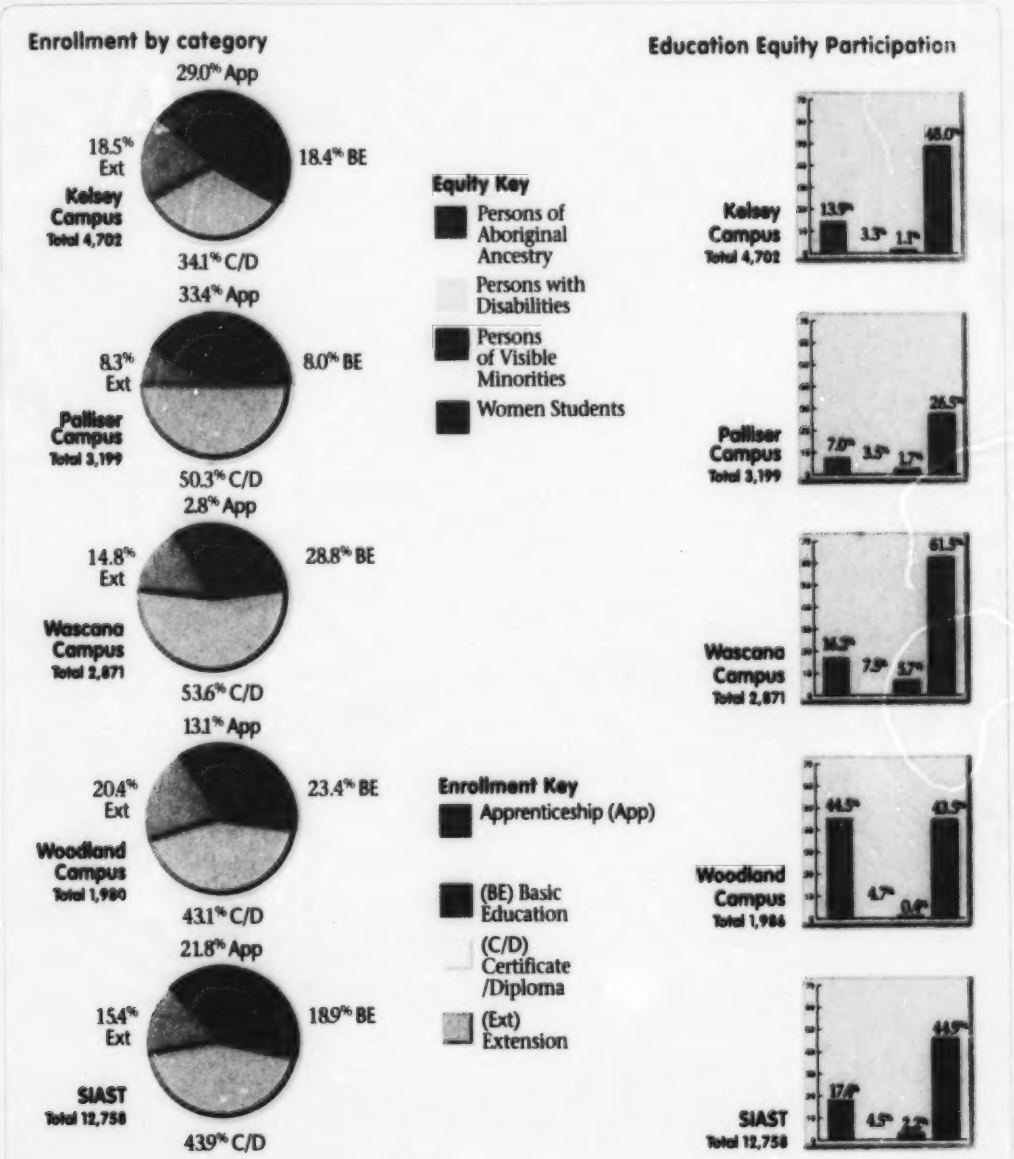
A total of 3,547 graduates from 187 programs were surveyed; 2,424 graduates responded to the survey for an overall response rate of 68%.

Major findings of the 2000 Graduate Employment Survey:

- 96% of respondents rated the overall program quality as good to excellent.
- 91% said that the training program had met their expectations.
- 92% of the labour force graduates responding (those working or looking for work) were employed; 73% were employed in a full-time occupation.
- The average salary for respondents in full-time, training-related employment was $2,049 per month.
- 93% of employed respondents were working in Saskatchewan.

102-01499/

enrollment:2000-2001



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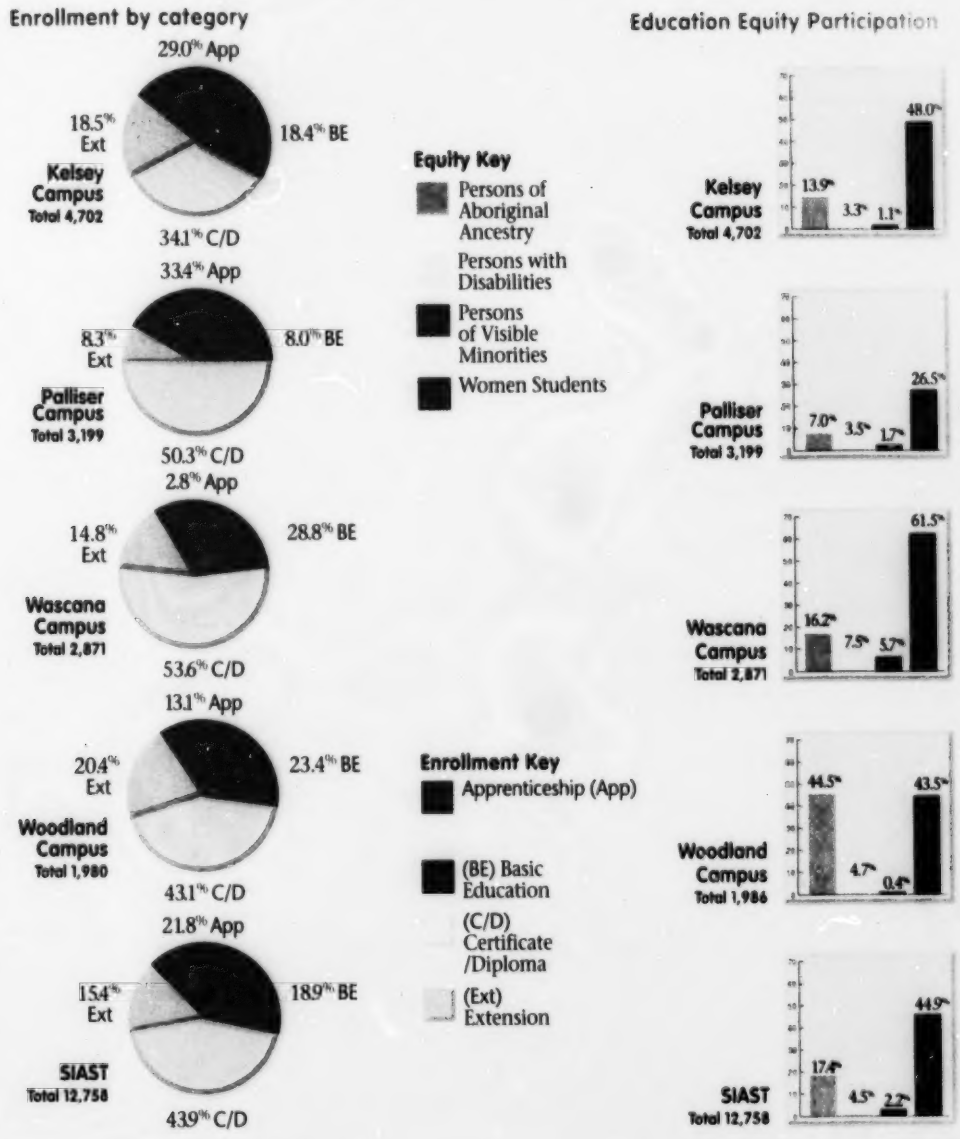
102-01499/

enrollment:2000-2001



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senior management council

Dr. Art Knight	President
Claude Naud	Vice-President, Programs
Rand Smale	Chief Financial Officer
Marie Alexander	Chief Human Resource Officer

deans & directors

Lance Moen	Dean of Associated Studies
Brian Kraus	Dean of Basic Education
Wolfgang Langenbacher	Dean of Business & Agriculture
Brian Mertz	Dean of Community Services
David Walls	Dean of Industrial Training
Diana Davidson Dick	Dean of Nursing
Judy Layne	Dean of Science & Health
Blaine Jensen	Dean of Students
Arnold Boldt	Dean of Technology
David Harvey	Director, International Education
Gerlinde Sarkar	Director, Planning, Research & Development
Barb Heise	Director, Skills Initiatives
Barb Bremner	Director, Virtual Campus

campus directors

Gerry Bonsal	Campus Director, Kelsey Campus
Don Shanner	Acting, Campus Director, Palliser Campus
Noel Selinger	Campus Director, Wascana Campus
Larry Fladager	Campus Director, Woodland Campus

letter of transmittal

400 – 119 4th Avenue South
Saskatoon, Saskatchewan
S7K 5X2

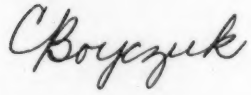
September 28, 2001

The Honorable Glenn Hagel
Minister
Department of Post-Secondary Education and Skills Training
Province of Saskatchewan
Regina, Saskatchewan
S4S 0B3

Dear Sir:

On behalf of the Board of Directors of the Saskatchewan Institute of Applied Science and Technology (SIAST), and in accordance with the provisions of the *The SIAST Act*, I am pleased to submit the annual report and audited financial statements of SIAST for the fiscal year ended June 30, 2001.

Respectfully Submitted,



Christine Boyczuk
Chair
SIAST Board of Directors

2000-2001 operational & financial highlights

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OPERATIONAL	2001	2000	1999	1998	1997
Number of Students Enrolled					
Certificate/Diploma (on-campus)					
Full-time	**5,033**	4,994	4,856	5,056	5,012
Part-time	**573**	511	437	374	447
Apprenticeship	**2,776**	2,148	2,142	2,178	1,771
Adult Basic Education					
Full-time	**2,210**	2,161	2,249	2,364	2,865
Part-time	**201**	229	407	355	413
Extension					
Full-time Programs	**1,216**	1,894	1,923	2,293	2,251
Part-time Programs	**749**	838	961	1096	947
Course Registrations	**28,394**	28,146	30,030	32,330	31,085
University Courses	**1,480**	1,468	1,429	1,540	1,819
FutureSkills					
Full-time Programs	**546**	366	332	193	264
Part-time Programs	**112**	81	109	116	15
Course Registrations	**4,618**	3,541	3,678	2,638	2,292
Full-time Equivalent Enrollment	**10,433.4**	10,322.1	10,292.8	10,732.1	10,891.0
Number of Graduates					
Diploma	**818**	868	762	897	1012
Certificates	**2,826**	2,607	2,781	2,847	2,776
Total Graduates	**3,644**	3,475	3,543	3,744	3,788
Number of Programs/Courses Offered					
Diploma/Post-diploma Certificate	****50***	54*	55*	60	59
Certificate/Advanced Certificate/ Applied Certificate	**136***	129*	126*	155	153
Apprenticeship	**27**	27	27	27	27
Transcripts	**8***	8*	8*	8	8

* Programs counted provincially rather than by campus as of 1999.
** Post-diploma certificates are advanced certificates as of 1999.

FINANCIAL *(in thousands of dollars)*	2001	2000	1999	1998	1997
Revenues					
Grants	**$83,306**	$76,409	$73,233	$68,483	$70,036
Contractual Services	**$20,313**	$21,613	$24,964	$25,801	$25,933
Tuition and Fees	**$16,311**	$14,902	$13,114	$11,820	$10,453
Expenditures					
Salaries and Benefits	**$83,561**	$76,026	$75,287	$71,407	$73,410
Facilities Rental	**$15,841**	$14,958	$15,214	$14,926	$14,854
Materials and Supplies	**$9,781**	$9,800	$9,777	$9,537	$9,189
Services	**$9,466**	$7,847	$8,354	$8,750	$7,376
Excess (Deficiency) of Revenues over Expenditures	**$(17)**	$3,194	$1,473	$492	$(697)
Total Assets	**$51,421**	$42,174	$40,425	$35,869	$32,284
Total Liabilities	**$35,477**	$26,213	$27,658	$24,575	$21,482
Net Assets	**$15,944**	$15,961	$12,767	$11,294	$10,802

message from the board chair

In February 2001, Professor Paul Dudgeon successfully completed both his terms as a member and as Chair of the Board of Directors. I would like to thank Paul for his many years of service and commitment to SIAST and for his wise counsel to the Board of Directors.

As we pursue our priorities for the 2001-2002 academic year, we must embrace new demands within post-secondary education and skills training. The four priorities identified in the SIAST Review Committee's report, *Building on Strength*, will form the strategic direction of the Board: an appropriate and progressive mandate, a commitment to accessibility, responsiveness to the labour market and organizational effectiveness. The challenge of increasing Aboriginal access and success in post-secondary education and training will be a high priority during the 2001-2002 academic year.

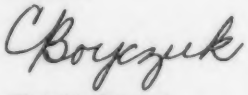
Continued collaboration with partners such as regional colleges, the Apprenticeship and Trade Certification Commission, Aboriginal training institutions, universities, Canada-Saskatchewan Career and Employment Services, and business and industry will be essential to SIAST's success. In addition, continued improvement in communications within the organization has been identified as key to the success of achieving our mission.

In preparation for the upcoming retirement of SIAST President Dr. Art Knight, the Board consulted extensively with internal and external stakeholders on the criteria against which potential candidates should be assessed. As the recruitment process continues, the Board is highly focused on achieving the best possible match between the successful candidate and the selection criteria. We are committed, also, to supporting the SIAST team as it maintains the momentum of its efforts to keep the organization at the forefront of providing high-quality, relevant and accessible skills training.

SIAST strives to be a leader in delivering education and training that supports the province's priority economic sectors. Faculty, staff, students and administration can be proud that they have contributed to SIAST's status as a pre-eminent leader in technical training. On behalf of my Board colleagues, I wish to express sincere gratitude to them for their ongoing efforts and commitment.

At the completion of my first four months as Chair, I wish to thank my fellow Board members, our colleagues in the Department of Post-Secondary Education and Skills Training and SIAST's administrators for their continued support. I have thoroughly enjoyed meeting with faculty, staff and students, and I look forward to my first full year of working toward our mutual objective of meeting the public's expectation of excellence at SIAST.

Sincerely,



Christine Boyczuk
SIAST Board Chair

SIAST board of directors

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Christine Boyczuk, Chair
(appointed February 1, 2000)

Owen Sebastian, Vice-Chair
(appointed October 30, 1996)

Art Knight, President

Dennis Anderson
(appointed February 1, 2000)

Barbara Beavis
(appointed October 30, 1996)

Margaret Dagenais
(appointed February 1, 2000)

R.D. (Bob) Guthrie
(appointed March 18, 1998)

Mike Hintze
(appointed February 1, 2000)

Bill Hutchinson
(appointed October 30, 1996)

Cheryl Bauer Hyde
(appointed February 1, 2000)

Trevor Klassen
(appointed February 1, 2000)

Keith Martell
(appointed February 1, 2000)

Rico Mirasty
(appointed February 1, 2000)

Morris Onyskevitch
(appointed February 1, 2000)

message from the president

This year's annual report is a record of accomplishment of which the SIAST community can be very proud. Faculty, staff, administrators, board members and students played key roles in each of the initiatives mentioned on its pages.

Innovative partnerships with business and industry are preparing students for tomorrow's workplace. New articulation agreements with other educational institutions are eliminating barriers and creating new pathways that will allow our students to pursue their learning needs and career aspirations. Technology remains a major influence in extending traditional boundaries, while the development of the Virtual Campus provides broader access to on-line training for students.

The past year witnessed the introduction of new capital projects that will enhance and ensure SIAST's role as the pre-eminent institution for post-secondary technical education in Saskatchewan. The amalgamation of eight instructional centres into a single state-of-the-art facility at Wascana Campus in Regina provides an exciting environment for the delivery of quality technical training, the exchange of ideas and innovation. The new Heavy Equipment Mechanics program facility at Saskatoon's Kelsey Campus provides an enriched environment for our students that can only enhance their education and training experience.

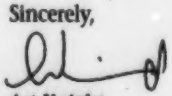
We also had cause for celebration in marking a decade of success in education equity at SIAST. Our organization continues to be the only post-secondary institution in Canada to have implemented a comprehensive education equity program for all four designated groups. Education equity has been described as a cornerstone for employment equity, and this past year SIAST formally extended that commitment to the workplace.

Our role in the delivery of post-secondary education and training, as embodied in the recommendations of the SIAST Review report *Building On Strength*, already has begun to evolve. Several major steps have been taken and were identified in the first annual progress report to the Minister of Post-Secondary Education and Skills Training.

Our graduate employment rates are further testimony to SIAST's success — 92% of graduates available to work were employed within six months of graduation, and 75% of these were working in areas directly related to their field of study. A recent survey also indicated that based on employers' experience with SIAST graduates 88% would hire our graduates in the future. Clearly, we are doing well the thing that matters most — educating students in ways that prepare them for the world in which they live and work.

The challenges facing SIAST are many. More than ever, SIAST and the Department of Post-Secondary Education and Skills Training must work together in addressing long-term budgetary pressures if SIAST is to deliver the training essential to economic growth in the province. Clearly, the progress we have made this past year is a reflection of the efforts of the SIAST community. It is an honour for me to be associated with the exceptional individuals who devote themselves to SIAST's success.

Sincerely,



Art Knight,
President

strategic initiatives 2000-2001

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Initiative(s)	2000-2001 Results
Access to Education and Training	
SIAST strives to be the post-secondary institution of first choice for technical, skills and community services training through: • Quality programs offerings • Institutional responsiveness • Enhanced accessibility	• Reports of high-caliber graduates, along with their continued success in finding employment, confirm the responsiveness and relevance of programming. • The 2000 Graduate Employment Statistics Survey reveals that 96% of respondents rated overall program quality as good to excellent. Within six months of graduation, 92% of respondents were employed. • Six engineering technology programs had five-year national accreditation status renewed and three emergency health-care programs gained six-year national accreditation through the Canadian Medical Association. • Level I Electrical Apprenticeship training was offered online for the first time, providing 14 apprentices simultaneous access to instruction in seven communities around the province. • An agreement was signed with the University of Lethbridge for the articulation of the Veterinary Technology, Computer Systems Technology, Computer Information Systems and Geomatics Technology diplomas into post-diploma bachelor's degree programs. • An agreement was finalized with the University of Regina allowing Chemical Technology graduates to enter the third year of the Bachelor of Science in Chemical Technology program.
Renewed Focus in the North and Rural Areas	
SIAST increases its focus in northern and rural areas, particularly with respect to: • Program offerings • Accessibility • Affordability	• The Forestry Ecosystem Technology diploma, Geographic Information System for Resource Management Applications certificate, Institutional Cooking applied certificate and Commercial Pilot diploma were introduced to meet the growing training needs in Northern Saskatchewan. • SIAST contributed to the development of a multi-party training plan and signed an MOU that ensures training for northern people in forestry-related jobs. • The Home Care/Special Care Aide program is now offered on a full-time, core-funded basis at Woodland to meet strong demand at a substantially reduced cost to students.

strategic initiatives 2000-2001

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strategic initiatives 2000-2001 (continued)

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Initiative(s)	2000-2001 Results
	• A new partnership agreement with the regional colleges establishes guiding principles and goals for enhancing capacity to meet the education and training needs of the public.
Implementation of a Human Resource Development Plan As SIAST strives to provide quality education for the residents of Saskatchewan, the need to take care of its human resources is imperative. During the past year, initiatives identified in the human resources development plan have furthered this goal, including: • Career path model to inventory skills • Succession and retirement plans for all employees	• Accomplishments included incorporating language into the Collective Agreement to facilitate managed retirement, an employment equity plan was approved to support work under way related to diversity of workforce initiatives, and professional development activities were held at all SIAST locations.
Diversity of Workforce SIAST works with the Department of Intergovernmental and Aboriginal Affairs, First Nations and Metis organizations to: • Identify and communicate employment opportunities to Aboriginal persons • Increase the level of representation of this group in our workforce	• SIAST participated in recruitment fairs and dealt with Aboriginal organizations to recruit Aboriginal applicants. • An Aboriginal student was hired through the Centennial Summer Student Program.
Participation and Success for First Nations and Metis People SIAST strives to improve the level of First Nations and Metis representation within its student body through: • Improved access • Retention strategies • Learner support systems	• SIAST renewed its five-year collaborative agreement with Dumont Technical Institute. • A new framework was developed for the official recognition of programs with the Saskatchewan Indian Institute of Technology. • SIAST signed an MOU regarding the development of a sustainable Nursing Degree program for Northern Saskatchewan.
Virtual Campus SIAST remains committed to the implementation of a virtual campus. Working closely with the Saskatchewan Technology Enhanced Learning Forum, SIAST expanded its: • Technological infrastructure	• The positions of Virtual Campus director, instructional designers, education technology, Web site administrator, faculty developer and clerical support were established and filled. • The Virtual Campus developed an online program and 12 courses from areas including Nursing, New Media, Forestry and Business.

strategic initiatives 2000-2001 (continued)

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Initiative(s)	2000-2001 Results
• Electronic curriculum development capability for online and distance delivery	• The WebCT tool and associated templates and processes were added to virtual delivery capabilities. • Campus Pipeline is being implemented as the main Web portal to services, courses and information. • "Greenhouse" facilities for faculty and staff development with computer and educational technologies were established at Woodland and Palliser. • Increased bandwidth and increased servers improved development and delivery.
Responsiveness to Saskatchewan Labour Market	
SIAST is responding to anticipated labour needs through: • Introduction of new programs and services • Building on existing partnerships and alliances with stakeholders • Seeking new opportunities to enhance regular and online programming	• The Commercial Pilot diploma, Forestry Ecosystem Technology diploma, GIS and GPS for Resource Management Applications certificate, Tourism Management diploma and Institutional Cooking applied certificate programs were successfully introduced. Medical Diagnostics and Licensed Practical Nursing programs were expanded in response to labour market needs. The new programs and expansions resulted in 130 new training opportunities. • A partnership with the Saskatchewan Centre for Emerging Technologies is the first ever SIAST has signed with a private vocational school. • SIAST signed a training protocol agreement with the Saskatchewan Aviation Council for the delivery of the Commercial Pilot diploma program. • SIAST signed an MOU with the Saskatchewan Tourism Education Council, formalizing articulation, sharing and recognition of programs. • Nine full programs and seven partial programs became accessible through Prior Learning Assessment and Recognition. • SIAST purchased the Test of Workplace Essential Skills Systems to link essential and employability skill components in work-based and regular programming.
Accountability	
SIAST works with the Department of Post-Secondary Education and Skills Training and other post-secondary partners in developing and measuring accountability key performance indicators.	• SIAST actively participated in developing the post-secondary education sector strategic plan and associated performance measures.

strategic initiatives 2000-2001 [continued]

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strategic initiatives 2000-2001 (continued)

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programs

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Overview

Major Programming Activities

- On-campus core-funded certificate and diploma programs
- Off-campus certificate and diploma programs delivered at the regional colleges and funded under the Saskatchewan Skills Extension Program (SSEP)
- Apprenticeship programs delivered in partnership with the Saskatchewan Apprenticeship and Trade Certification Commission
- Adult academic upgrading
- Extension activities
- University programs
- International activities

Delivery Modes for Certificate and Diploma Programs

SIAST programs were delivered through a variety of methods to meet diverse student needs.

- ***Competency-based Education (CBE)***

  In competency-based education programs at Woodland and Wascana campuses, students progress at their best learning rate, subject to defined time limitations. They are assisted by printed learning guides, instructors and, in many instances, computerized, self-administered testing. Competency-based programs operate continuously throughout the year.

- ***Co-operative Education***

  Co-operative Education programs provide paid work experience in combination with classroom study. Several Business and Technology programs at Palliser Campus are available on a co-operative basis.

- ***Traditional Teaching Method***

  Students learn through classroom lectures and laboratory experience, shop work or practicums. All programs at the Kelsey and Palliser campuses, and many at the Wascana Campus, employ this method of program delivery.

- ***Apprenticeship Training***

  Under a contract with the Saskatchewan Apprenticeship and Trade Certification Commission, SIAST delivers training in 28 trades designated for apprenticeship. Apprenticeship combines work-based training with annual periods of in-school training. The work-based training, performed under the supervision of a qualified journeyperson, represents approximately 80% of the annual training. The in-school portion of the training is delivered by instructors who have journeyperson status.

  At SIAST, most apprenticeship instructors have additional academic qualifications, ranging from teaching credentials to full university degrees (bachelor's and master's levels). After completing both workplace and in-school training, an apprentice is eligible to write a provincial journeyperson examination. Many trades are inter-provincial "Red Seal" trades, which means a journeyperson is eligible to work in all Canadian provinces and territories.

programs (continued)

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- ***Prior Learning Assessment & Recognition (PLAR)***

  PLAR is a way to evaluate a learner's non-formal education as well as life and work experiences in determining recognition for credit SIAST courses.

- ***Extension Services***

  Extension services include a wide range of full-time and part-time, credit and non-credit educational opportunities.

Major program groups include:

- *continuing education:*

  part-time, career related programming available to the public on a fee-paying basis;

- *community education:*

  part-time programming available to the public to address local community issues, basic skills development or general interest;

- *sponsored training:*

  programs delivered on a contractual basis for clients of a sponsoring agency;

- *training for business and industry:*

  programming or services delivered on a contractual basis with business or industry clients;

- *outreach programming:*

  off-campus credit courses and programs originating from SIAST certificate or diploma programs and delivered collaboratively with other organizations; and

- *distance education:*

  learning opportunities for students remote from the source of information.

objectives 2001-2006

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Quality Learning Organization

SIAST will undertake several initiatives involving faculty, staff and students in a commitment to embrace the Quality Learning Organization concept.

Aboriginal Education and Training Action Plan

SIAST will respond to the introduction of the Department of Post-Secondary Education and Skills Training's Aboriginal Education and Training Action Plan. This will occur through the pursuit of initiatives aimed at enhancing training access and student success for First Nations and Metis people.

Partnerships and Strategic Alliances

SIAST will seek opportunities to enhance its regular and online programming through partnerships and strategic alliances with business, industry and other institutions.

Accountability Framework

Starting in the planning period of 2002–2007, SIAST will incorporate performance measures as part of its Business Plan submission. The indicators will serve as the foundation for measuring progress in achieving the broad goals set out by its sector plan.

Agriculture Renewal

In partnership with the Department of Post-Secondary Education and Skills Training, SIAST will undertake a comprehensive review of its agriculture programming and services.

Library Services

SIAST will review how library services ought to be provided in an effort to keep up with the demands of a rapidly changing technological environment, virtual learning and student needs.

associated studies

real life learning Right Here

Overview

Associated Studies offers courses designed to provide students with the necessary skills and knowledge to successfully complete their technical training. Offerings include natural, social and computer sciences, communications, mathematics and visual media. Faculty members are located at Kelsey, Wascana and Palliser campuses.

Priorities and Initiatives

Curriculum Standardization

To improve the consistency of offerings and instruction, and to facilitate portability of credits, standardizing of curriculum continued in 2000-2001 with further consolidation of courses at Kelsey and Palliser campuses. Examination of cross-campus standardization began, with a view to aligning course objectives and eliminating duplication. Coring of Associated Studies courses was completed in the Auto Body, Machine Shop, Recreation and Leisure, Tourism and Professional Cooking programs.

Program Development

Revision, standardization and conversion of courses in industrial mathematics and public relations as well as the creation of a course manual for a pre-tech mathematics course took place at Kelsey Campus. The objective of the pre-tech mathematics course is to increase the success rates of students entering Technology programs. Also at Kelsey, a communication course was added and one was revised for the Computer Sciences Technology program.

At Palliser, a new computer course was developed for the Instrumentation Engineering Technology program. Mathematics courses for the Geomatics Technology and the Business programs were revised and converted to the new format.

Extension Activities

At Wascana Campus, anatomy, physiology, sociology, communications and psychology were made available for the first time through home study. The courses provide options for students wanting to acquire entrance credits for a variety of programs, particularly Nursing. Demand for extension evening courses has increased, reflecting the success of providing more accessibility.

Practical and Applied Arts

"Determining a Trade Pathway for Students" and "Articulation Pathways for Practical and Applied Arts Courses and SIAST programs" have been developed in co-operation with Department of Education. The agreements facilitate career laddering and transitions to post-secondary programs for high school graduates.

Partnerships

Wascana Extension successfully completed a program in sociology with Dumont Technical Institute in Prince Albert.

Reorganization

Planning for an Associated Studies division at Woodland Campus was completed and instruction will begin in the fall of 2001.

basic education

real life learning Right Here

Overview

Basic Education programs provide adult learners with the opportunity to participate in further education, training and development of skills leading to employment. They include fundamental skills in communication, mathematics, critical thinking, problem solving, teamwork, responsibility, initiative and independent learning.

Priorities and Initiatives

Community Planning

In 2000-2001 the division worked with community partners to respond to the education and support needs of people wanting to enter Basic Education programs.

At Wascana Campus, through the Basic Education Waitlist Management Project, supported by Canada-Saskatchewan Career and Employment Services, students were linked to the Regina Food Bank Literacy Program and the Family Service Life Skills Program based on their needs. Several students were referred to the Regina Food Bank Learning Centre to upgrade their skills while waiting to enter the Adult 10 program.

Woodland Campus provided career assessment for applicants to Basic Education. Referrals were made to a wide range of organizations and agencies. A committee of practitioners met monthly to consider needs of clients with low cognitive ability and to develop collaborative responses. A workshop, "Working With Clients Who Have Cognitive Difficulties," was developed and delivered to a number of agencies.

Through partnerships with Nutana Collegiate, the Saskatoon Tribal Council and Saskatoon District Health, Kelsey Campus provided Basic Education students with access to work education, elder services and outreach and addictions counselling. With the Saskatoon Public School Division, a family literacy project was delivered at Westmount School and a GED Preparation course was delivered at Mount Royal Collegiate.

Career Planning and Development

Palliser Campus responded to community needs by developing and delivering a Career Assessment and Development workshop to help workers affected by the closure of XL Beef establish plans to support their transition to alternative employment.

Kelsey Campus Adult 12 program introduced a career applications component. Course and evaluation outlines incorporate workplace application learning related to the curriculums being taught.

Woodland Campus developed and administered a needs survey to students to improve and enhance career planning processes.

Provincial Standardization

A new Basic Education Attendance/Progress Policy was implemented at all campuses to re-inforce workforce behavioral expectations of punctuality, attendance, responsible progress and planning.

Common job descriptions were developed for all academic positions in the Basic Education Division.

Facilities

Palliser Basic Education programs were relocated to the main campus in April 2001.

business & agriculture

real life learning Right Here

Overview

The Business and Agriculture Division seeks to be a primary provider of business and agriculture training for Saskatchewan. Through innovative delivery, the division responds quickly to the needs of the business and agriculture sectors of the province. The division also enables students to be lifelong learners by offering sound training that is transferable to other educational institutions and is also available through extension programming.

Priorities and Initiatives

Curriculum Standardization

Curriculum renewal and standardization continued to be a top priority in the division. Office Automation/Administration, the Office Education specialties and Agriculture programming were some of the major curriculum initiatives undertaken in 2000-2001. Information Technology (IT) programming in Prince Albert and the North was re-evaluated, resulting in the closure of the Computer Systems Support (CSS) program. A more industry-focused IT training certificate program will be announced next year.

Planning for major reviews of First-year Business, the Human Resource Management diploma and Agriculture programs began this year.

Expanded Presence

The division expanded its presence at Kelsey Campus and assumed responsibility for business programming delivered on the campus. This sets the stage for strengthening business programming in Saskatoon.

Extension Activities

The scope of extension programming increased, especially in the areas of entrepreneurship and small business, Aboriginal and call-centre training and sales and marketing skills. The division's extension activities were consolidated to increase efficiency and effectiveness.

Partnerships

The division developed a partnership with the Canadian Youth Business Foundation (CYBF). SIAST and the CYBF will support each other's activities, and Saskatchewan will benefit from having another support resource for young entrepreneurs searching for start-up advice and financing.

Achievements

The division developed and delivered several online courses, including an e-Business course and Advanced Certified General Accountant curriculum. Planning was also completed for an aggressive expansion of online development for Computer Information Systems training.

Distance delivery was also enhanced with the continued development of Saskatchewan Communications Network (SCN) programming, the renewal of several existing SCN courses and the continued expansion of SCN delivery of the Human Resource Management diploma program.

community services

real life learning Right Here

Overview

Community Services provides education and training through offerings in leisure and human services, applied arts, communications, beauty culture and hospitality.

The division's objective is to develop a broad range of career training to meet the needs of Saskatchewan people and employers through a variety of delivery methods.

Priorities and Initiatives

Curriculum Changes

Approval was given to the Professional Cooking and Short Order programs for curriculum alignment.

Rehabilitation Worker and Youth Care Worker program courses were made available in a distance learning format. Early Childhood Education courses were developed into distance learning formats, with delivery to begin in the fall of 2001.

Program Activities

Students may now receive Prior Learning Assessment and Recognition in targeted courses in the Early Childhood Education, Library and Information Technology and Ceramics programs.

Efforts to meet the demand for teacher assistants and therapeutic recreation workers continued, with full-time delivery offered at Wascana and Kelsey, respectively. Work was completed with the Agency Chiefs Tribal Council to define the roles and responsibilities of teacher assistants.

The Tourism Management diploma and Institutional Cooking applied certificate programs were successfully introduced in 2000.

The Ceramics program was reformatted with certificate and advanced certificate programs available for the first time.

Graduates of SIAST's Hotel and Restaurant Administration program may now receive transfer credit toward a hospitality degree program at the University of Calgary.

Partnerships

The NorCom Training program, with curriculum primarily from New Media and Media Arts Production, was offered at Northlands College as an Introductory Aboriginal Communications program, in partnership with the Aboriginal Peoples Television Network.

The Short Order Cooking program was offered at the Okimaw Ochi Healing Lodge.

Achievements

SIAST and the Saskatchewan Tourism Education Council (STEC) signed a memorandum of understanding. The Food and Beverage Service program at Woodland was offered jointly using curriculum and instructors from both organizations.

A memorandum of understanding was signed with the Saskatchewan Centre for Emerging Technologies (SCETCH), a private trainer in classical animation and new media technologies in Saskatoon.

The division received a donation from renowned Saskatchewan artist/photographer Courtney Milne. The $75,000 collection will assist Applied Photography students in their studies.

industrial training

real life learning Right Here

Overview

The Industrial Training Division is the primary provider of mechanical, manufacturing, construction and equipment operator trades training in Saskatchewan. The division offers a wide range of apprenticeship, certificate and extension programming in response to the needs of both learners and industry.

Priorities and Initiatives

Curriculum Standardization

In the 2000-2001 academic year, curriculum standardization for the Auto Body Technician and Machine Shop programs was completed. As well, standardization of curriculum was initiated for the Carpentry, Welding, Automotive Service Technician and Outdoor Power Equipment Technician programs. Curriculum review and revision have also begun in the Heavy Equipment Mechanics, Truck and Transport Mechanical Repair, Industrial Mechanics and Vocational Forestry program areas.

Facilities

The Heavy Equipment Mechanics program moved into a new facility in the north industrial area of Saskatoon in February 2001.

Needs Survey

After reviewing industry survey results, the decision was made to not pursue the Supervisor Training and Development program for practicing journeypersons.

Forestry

Projected growth in the forestry industry did not develop as originally hoped because a large portion of planned expansion in northern communities was curtailed.

However, due to growth in demand for Vocational Forestry programs, including mechanical and conventional harvesting and advanced mill training, these programs continued to represent the majority of the training provided.

Training Requests

Training requests received included forest harvest supervising and camp supervising programming. There have also been additional requests for silviculture, which includes tree planting, stand tending and site preparation.

Demand for training in trades such as truck drivers, heavy equipment operators and industrial mechanics continued to be strong during the past year.

Achievements

The Industrial Training Division received $120,000 worth of donations from various industries across the province in 2000-2001. In addition, the Agricultural Machinery Technician program at Kelsey Campus received more than $2.2 million worth of loaned equipment for use within its program during the academic year.

More than 100,000 days of apprenticeship training in 23 trades were successfully delivered during the first year of a three-year training protocol between SIAST and the newly formed Apprenticeship and Trade Certification Commission.

science & health

real life learning Right Here

Overview

The division is a primary provider of quality science and health training and education in Saskatchewan. National accreditation processes and active program advisory committees ensure program quality and relevance. The division emphasizes delivery models that enhance responsiveness and accessibility. Partnerships are used to enrich program quality, reach new target audiences and provide unique and lifelong learning opportunities.

Priorities and Initiatives

Partnerships

A joint program in Chemical Technology was developed in cooperation with the University of Regina. Successful graduates will receive a diploma from SIAST after two years and a degree from the university after four years.

The University of Lethbridge granted articulation to the Veterinary Technology program with its bachelor's degree in Agricultural Studies.

Special offerings of the Home Care/Special Care Aide and Emergency Health Care were delivered in co-operation with the Regina Metis Sport Association and the Dumont Technical Institute.

A memorandum of understanding was signed between SIAST and Varian Canada that will facilitate equipment purchases and student exposure to state-of-the-art technology. The Dental Hygiene program formed a partnership with Dentsply for the supply of equipment and funds from a continuing education session. Equipment and supply donations were received from Cameco Corporation, Baker PAS and Ortho-Clinical Diagnostics.

Improved Access

An online Emergency Medical Technician–Advanced program was piloted and evaluated with positive results.

The Health Information Services and Medical Diagnostics programs were also made available through distance learning.

A Health Field Preparatory program, designed to enhance accessibility and student success rates, was successfully piloted.

New Prior Learning & Recognition Assessment (PLAR)

Initiatives included development of a bridging process for graduates of EMT (Paramedic) certificate to diploma programs and total program PLAR for Home Care/Special Care Aide.

Programs

The first year of a new Home/Special Care Aide program at Woodland Campus was successful.

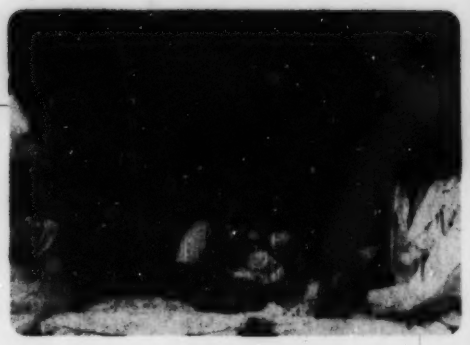
The Medical Diagnostics program successfully implemented a model for intake in each year of the program, doubling the number of students.

Achievements

The Emergency Health Care programs received the full six-year accreditation from the Canadian Medical Association.

The Health Information Services program was one of three national programs awarded Learning Outcomes for Health Records Education recognition by the Canadian Health Records Association. It was the only program across Canada to have all its students pass the national exams.

nursing



real life learning Right Here

Overview

The Nursing Division provides excellence in nursing education through the delivery of the Nursing Education Program of Saskatchewan (NEPS), the Nursing Re-entry program and the Practical Nursing program. NEPS is a collaborative effort between SIAST and the University of Saskatchewan providing a four-year degree program with an optional diploma exit at the end of the third year.

Priorities and Initiatives

Distance Delivery

Courses in Health Assessment, Development of Self, Introduction to Health Concepts and Geriatric Assessment were developed for online delivery during the past year. A distance delivery course for practical nurses was developed to bridge anatomy and physiology courses.

Partnerships

The Practical Nursing program established partnerships to offer practical nursing training with seven regional colleges and the Dumont Technical Institute. The division met with regional colleges and health districts to develop a training plan to offer the program on a three-year cycle.

SIAST signed a memorandum of understanding (MOU) with the Northern Inter-Tribal Health Authority, Saskatchewan Indian Federated College (SIFC), the University of Saskatchewan, the Department of Post-Secondary Education and Skills Training and the Department of Health regarding the development of a nursing degree program for northern Saskatchewan. The MOU includes the development of an access year through SIFC in Prince Albert.

Curriculum Changes

The length of the Practical Nursing program was extended to ensure the curriculum reflected the new national competencies and was still delivered within a reasonable time frame.

The Psychiatric Nursing Re-entry program was updated and revised to meet 2001 Registered Psychiatric Nurses Association of Saskatchewan (RPNAS) competencies.

Learning materials in CPR were developed to meet new international standards and to convert the curriculum to the SIAST model. A plan to reorganize the CPR/First Aid program on a provincial model was initiated.

Human Resources

A committee was struck to develop ongoing strategies for the recruitment and retention of faculty. In addition, a training consultant was added to meet increasing demand within the division.

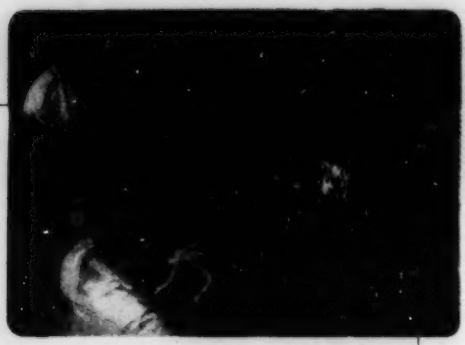
Achievements

Practical Nursing students achieved a pass rate of 98% in the national practical nursing licensure examination. All scored at the 75th percentile or better, thus exceeding the national average pass rate.

The Nursing Re-entry program received the Association of Saskatchewan Regional Colleges Award for Program or Service Excellence in Adult Education.

Licensed Practical Nurses (LPNs) registered or eligible for registration with the Saskatchewan Association of Licensed Practical Nurses can be considered for admission to NEPS.

technology



real life learning Right Here

Overview

The Technology Division provides technician, technologist and apprenticeship skill training through a broad range of programs and courses. Fast-paced technological change, new and changing legislation, increased demand for a highly skilled workforce and resource competitiveness define the environment to which the division responds. Partnerships with industry, business and post-secondary institutions, along with contributions from advisory committees, ensure programming relevancy, quality, accessibility and responsiveness.

Priorities and Initiatives

Accreditation

This academic year, six engineering technology programs received national accreditation through the Canadian Technology Accreditation Board (CTAB). In total, 13 technology programs have received CTAB accreditation in the past two years.

Distance Delivery

The Electrical Level I apprenticeship program was developed and successfully delivered online. The Level II program is under development for online delivery in the 2001-2002 academic year.

Major Program Revisions

The Electronics Technician program at Kelsey Campus and the Geographic Information Science program at Woodland Campus underwent major program revisions and further development and will be delivered in 2001-2002.

New Programs

A new diploma program, Interior Technologies, was approved for delivery at Palliser Campus in 2001-2002. In response to industry, the Water Resources Engineering Technician certificate program was developed for delivery on an extension basis.

Agreements

An articulation agreement was signed with the University of Lethbridge. It provides full credit transfers for SIAST graduates of the Computer Systems Technology and Geomatics Technology programs into the university's post-diploma degree programs.

Curriculum Standardization

Low enrollment in the Geomatics program resulted in a one-year intake suspension and work on program revitalization was under taken. A common first-year curriculum with Computer Aided Design and Drafting was developed and marketing initiatives were renewed.

Achievements

New programs in first-year Forest Ecosystems Technology at Woodland Campus, Commercial Pilot at Kelsey Campus and Electronics Assembler (apprenticeship) were successfully delivered.

In extension programming, the Cisco Networking Academy began delivery at Kelsey. AutoCAD training was introduced and delivered at Wascana Campus for the first time. Demand was high for several newly developed courses and workshops in water and wastewater operations.

skills initiatives

real life learning Right Here

Overview

Skills Initiatives administers the JobStart/Future Skills program. This is a provincial government initiative that provides financial assistance to employers and training institutions to deliver training that helps create new employment opportunities and meets the needs of industry. The main components are work-based training for the unemployed and institutional quick-response training, which trains the unemployed in skills required by business and industry. While open to all unemployed people, quick response actively recruits those receiving employment insurance and social assistance. The department works collaboratively with program divisions and Canada-Saskatchewan Career and Employment Services. It also undertakes initiatives to support SIAST extension services.

Priorities and Initiatives

Support to Employers

Manuals for work-based training continued to be provided to employers, with revisions made relevant to three specific industry sectors.

Work-based Training

Support was provided to companies recruiting large numbers of new employees and receiving funding through the Work-based Training program. This support was enhanced through a partnership with Canada-Saskatchewan Career and Employment Services.

Marketing

Strategies were developed and implemented to improve internal SIAST communication regarding JobStart/Future Skills.

Needs Assessments

Skills Initiatives staff participated in Training Needs Assessment meetings. While gathering information on training needs was the prime objective, it was also an opportunity to update participants on programming and services provided by SIAST.

Employability Skills

A workshop on the inclusion of employability skills in curriculum was delivered to SIAST and regional college faculty. Skills Initiatives also organized information sessions on Test of Workplace Essential Skills (TOWES) and TOWES profiler training for SIAST and regional colleges.

Administration

The director managed several projects related to extension services, including orientation to the revised Extension Policy and Procedures, and represented SIAST in the development of a new partnership agreement with the regional colleges.

Achievements

SIAST continued to deliver timely, relevant training through the Quick Skills program. More than 700 unemployed people were trained through various quick skills programs. A total of 137 work-based training projects, with more than 800 trainees, were approved during the year. Specifically, there was strong demand from the Moose Jaw tourism industry, as well as a growing demand from call centres in Regina and Saskatoon.

Access to SIAST programs also occurred through delivery of Quick Skills and Work-based Training at regional colleges and DTI, with more than 400 students and 200 trainees enrolled in programs.

planning, research & development

real life learning Right Here

Overview

Planning, Research and Development provides information and research services to facilitate program planning, review and evaluation, develop curriculum and produce learning resources. The division plays a leading role in the development of provincial training needs assessment, business planning and Prior Learning Assessment and Recognition (PLAR) processes.

Priorities and Initiatives

PLAR

PLAR is a way to evaluate a learner's non-formal education, as well as life and work experiences, in determining recognition for credit in SIAST courses.

Research

The Research Office produced 10 major reports in 2000-2001. The annual Graduate Employment Statistics report surveyed more than 3,500 graduates from 187 programs. Ninety-two percent of responders who were available for work were employed six months after graduation, and, of these, more than 80% were in training-related occupations.

Program Planning and Development

Four program evaluations and the annual student survey were conducted, and program heads received orientation to the new program review model. Training in the new curriculum model was also provided to 67 program areas. Four needs assessments were conducted for new programs.

Program Development Fund

More than 50 program development projects were approved during the academic year; all followed the approved outcomes-based curriculum model.

Projects

The division participated in four international projects during the year with vocational training in Slovak, two projects in India (Indian Society for Technical Education and Strategic Planning for Polytechnics) and another in Kyrgyzstan.

Copyright Office

Recruitment of a copyright consultant raised awareness about copyright compliance. A central database for copyright permissions granted to and by SIAST was established.

Curriculum Sales

Agreements for lease or sale of curriculum were standardized with a common pricing model.

Learning Resources

Materials Publishing staff were trained in special software, developed a template for a standard course manual format and piloted the template.

Achievements

SIAST, in co-operation with the universities of Saskatchewan and Regina, hosted the annual Canadian Institutional Research and Planning Association conference.

SIAST is participating in the Provincial and Urban Training Needs Assessment planning group formed to share information about training needs and develop a process to address these needs.

The division provided leadership in the development of a Facilitator's Guide to Career Guidance for the Saskatchewan Labour Force Development Board.

virtual campus

real life learning Right Here

Overview

The Virtual Campus focuses on increasing access to programs and courses, supporting faculty and staff in the use of technology, and developing and maintaining the SIAST Web site. It fosters a collaborative relationship between SIAST and external agencies.

The primary goal is to increase accessibility by providing programming on demand and supporting learning through the use of technology. A secondary goal is to improve support for learners wanting to access programs, with the use of technology, from regional colleges and Aboriginal institutions.

Priorities and Initiatives

Human Resources

During the year, a director, faculty trainer, two instructional designers, an educational technology support liaison, a Web site administrator, an administrative support person, three course designers and a graphics person were hired.

Faculty and staff development are key to integrating technology into teaching and learning. During the year more than 1,200 faculty and staff attended workshops developed by the department. Two "greenhouse rooms" devoted to curriculum design, technical support and providing the tools and resources required for the development of technology-enhanced and technology-based curriculum were constructed at Woodland and Palliser campuses.

Web site

All programs and services are now on the SIAST Web site and course descriptions continue to be updated and added. About 10,000 people visit the site each month.

A Virtual Campus Web site was developed and launched. It focuses on information for students, faculty and staff.

Content Development

A style guide to provide consistency for students and processes for developing courses was completed. The tools SIAST used for development and delivery are WebCT and LearnLinc.

In 2000-2001, the complete Electrical Apprenticeship Level 1 program was developed and delivered online with 14 students participating in the pilot program. The Emergency Medical Technician-Advanced program was converted to WebCT, and 23 students registered for the online program. Courses in New Media, Nursing, Business and Forestry have been developed for online delivery in the coming year.

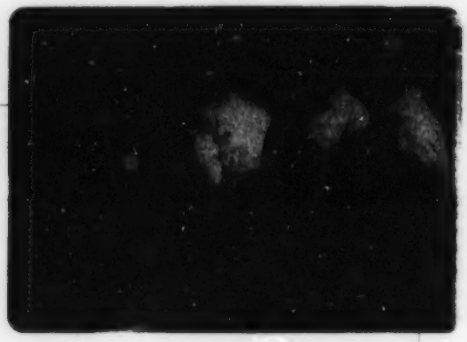
Infrastructure

SIAST invested in integrating a web-based curriculum delivery system (WebCT), communications and portal system (Campus Pipeline) and the enterprise information system (Banner) to create a more seamless environment for delivery. This was tested in 2000-2001 and will provide improved communication and centralized access to information, courses and services.

Technology Enhanced Learning (TEL)

SIAST continued to be an active leader in TEL, which provides enhanced collaboration and partnerships in technology-mediated learning for post-secondary institutions in Saskatchewan.

international services



real life learning Right Here

Overview

International Services is responsible for marketing SIAST's services to clients and managing human resource development contracts on an international basis. It also supports Saskatchewan and Canadian exporters and fosters international awareness within the SIAST and Saskatchewan communities.

Priorities and Initiatives

SIAST implemented six projects with funding from the Canadian International Development Agency (CIDA).

SIAST is working with the Slovak State Institute for Vocational Education to make the country's secondary vocational system more relevant and effective for students and employers, particularly in the growing eco-tourism sector.

The Panama Rural Extension Training Project, administered by the Association of Canadian Community Colleges (ACCC), was launched in partnership with the Saskatchewan Indian Institute of Technologies, CanGlobal Management Inc. and a Panamanian partner—the City of Knowledge. A rural development centre was established to help workers better identify and address community training needs—particularly in Aboriginal communities.

SIAST, through the Canada India Industry Institute Linkage Project, administered by ACCC, is helping to develop strategic plans at engineering colleges and polytechnics in western India. The focus is on developing stronger links and better services to employers and other clients.

SIAST is working with the Vietnamese Ministry of Education and Training and Industry College #4 to implement the Vietnam Technical Teacher Retraining Project. This will help vocational colleges better meet the needs of the country's developing private sector.

After a Canada-wide selection process, SIAST, based on its international experience and expertise working with rural communities, was chosen to lead the implementation of the ACCC-administered Vietnam Canada Community College Project. A new rural community college will be developed in the Mekong Delta.

SIAST partnered with the Jordanian Vocational Training Corporation and the Ministry of Education as part of the ACCC-administered Sustaining and Enhancing Technical and Vocational Education and Training Project. This will help to enhance an employment-focused competency-based training system.

Ongoing projects include the CIDA-funded Kyrgyzstan Training for Employment project that improves vocational and business skills. Graduates support emerging Kyrgyz enterprises, as well as joint ventures such as Cameco Corporation's gold operation, through a greater availability of employer-driven skills training.

Achievements

Project work was also conducted in Kenya, Malawi, Nepal and the Ukraine as part of the Youth International Internship Project funded by Human Resources Development Canada (HRDC). SIAST and other Saskatchewan post-secondary graduates participated in six-month work placements with Saskatchewan businesses and SIAST partners overseas. This provided graduates with international experience, while supporting Saskatchewan export operations.

student affairs & services

real life learning Right Here

Overview

Student Affairs and Services collaborates with students, faculty, staff and the community to develop and provide a broad array of services. It fosters student growth, development and success and provides a support network for students with a variety of needs.

Priorities and Initiatives

Registration Review

The review resulted in a major redesign of services and activities. Students, faculty, staff and regional college personnel were consulted through interviews, surveys and focus groups. The results were used to redesign registration services to reflect customer demands and improved effectiveness and efficiency.

Student-related Activities

The Student Success Strategy, which will assist students in preparing for academic, personal and career issues prior to entry into post-secondary studies, was developed—implementation will begin in the fall of 2001. A new student recruitment strategy that focuses on academic, personal and career preparedness was also implemented.

Services required for the SIAST Web site were identified as part of the Virtual Student Services Project and development was begun.

Several initiatives to recruit and support Aboriginal students were undertaken this year.

The department assisted in the planning of two major urban Aboriginal career fairs and, through the Centennial Summer Student program, hired an Aboriginal student to recruit in Aboriginal communities in the northern half of the province.

Aboriginal counsellors developed Guidelines for Selection of Elders to ensure consistency in hiring practices.

Woodland counsellors partnered with the Prince Albert Grand Council, the Peter Ballantyne Band, Woodland Cree Enterprises in LaRonge, Metis Employment Services, East Side Limb in Nipawin, the Meadow Lake Tribal Council and the Saskatoon Tribal Council to assist Aboriginal students with funding arrangements.

There was an increase in jobs posted at Student Employment Centres this year, with more than 2,000 employment opportunities made available to SIAST graduates.

Education Equity celebrated its 10-year anniversary with a luncheon and the premiere showing of a video on our Education Equity graduates. The video is also being used as a student recruitment tool.

Human Resources

Counsellors were active with a number of national boards and committees, including the Canadian Counselling Association, the Association of Canadian Community Colleges and Human Resources and Development Canada's Essential Skills Research Project Steering Committee.

Learning Assistance Services offered workshops on ACCUPLACER, an online placement-testing tool, to explore potential replacement of the Canadian Test of Basic Skills (CTBS) as an entry/placement tool.

human resources

real life learning Right Here

Overview

Human Resources strives to develop and implement efficient and cost-effective tools and services to assist managers in understanding a variety of personnel policies and procedures.

SIAST currently faces a number of challenges. The institute needs to adjust to the competitive demands of the new economy and to opportunities for applying information technology to our learning and support activities, while at the same time dealing with an aging workforce.

To meet these challenges, and to attract and retain qualified personnel, it will be necessary to ensure that SIAST is seen and experienced as a good place to work.

To achieve this goal, Human Resources operates as a strategic partner striving to provide value-added services.

Achievements

SIAST completed the collective bargaining process and developed a pro-active approach to grievance management.

Two Harassment Prevention Advisors, who are responsible for providing on-campus support to individuals and work units, were recruited.

SIAST's Employment Equity Plan received approval from the Saskatchewan Human Rights Commission.

A First Day Orientation manual for employees was completed.

Human Resources implemented consistent Long Service and Retirement awards and functions.

A Human Resource page was developed for the SIAST Web site. Web-based information access for employees was enhanced.

The job evaluation system for administrative support employees was finalized and implemented.

SIAST Workforce — Full-time Equivalent (FTE) Totals (Based on Actual FTE)

July 1, 1999 to June 30, 2000 and July 1, 2000 to June 30, 2001

	Out of Scope		Academic		Admin Support		Totals	
	1999-00	2000-01	1999-00	2000-01	1999-00	2000-01	1999-00	2000-01
Kelsey	13.25	13.34	301.57	324.63	119.21	121.73	434.03	459.70
Palliser	12.34	11.59	220.50	221.94	81.69	82.53	314.53	316.06
Wascana	12.68	12.82	218.68	231.83	126.95	125.63	358.31	370.28
Woodland	8.95	9.80	156.00	171.59	85.13	87.46	250.08	268.85
Administrative Offices	26.68	26.87	1.03	1.18	33.21	38.02	60.92	66.07
[illegible]	[illegible]	74.42	[illegible]	951	[illegible]	455.37	[illegible]	1,480.96

human resources

real life learning Right Here

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Achievements

SIAST completed the collective bargaining process and developed a pro-active approach to grievance management.

Two Harassment Prevention Advisors, who are responsible for providing on-campus support to individuals and work units, were recruited.

SIAST's Employment Equity Plan received approval from the Saskatchewan Human Rights Commission.

A First Day Orientation manual for employees was completed.

Human Resources implemented consistent Long Service and Retirement awards and functions.

A Human Resource page was developed for the SIAST Web site. Web-based information access for employees was enhanced.

The job evaluation system for administrative support employees was finalized and implemented.

SIAST Workforce — Full-time Equivalent (FTE) Totals (Based on Actual FTE)
July 1, 1999 to June 30, 2000 and July 1, 2000 to June 30, 2001

	Out-of-Scope		Academic		Admin. Support		Totals	
	1999-00	2000-01	1999-00	2000-01	1999-00	2000-01	1999-00	2000-01
Kelsey	13.25	13.34	301.57	324.63	119.21	121.73	434.03	459.70
Palliser	12.34	11.59	220.50	221.94	81.69	82.53	314.53	316.06
Wascana	12.68	12.82	218.68	231.83	126.95	125.63	358.31	370.28
Woodland	8.95	9.80	156.00	171.59	85.13	87.46	250.08	268.85
Administrative Offices	26.68	26.87	1.03	1.18	33.21	38.02	60.92	66.07
TOTALS	73.90	74.42	897.78	951.17	446.19	455.37	1,417.87	1,480.96

enrollment figures by campus

real life learning Right Here

Campus & Level	Program Enrollment Full-time	Part-time	Total	Extension Course Registrations	Training Days	FTE
Kelsey						
Certificate/Diploma	1,459	143	1,602	15	236,732.6	1,578.4
Apprenticeship	1,366		1,366		54,664.3	364.8
Adult Basic Education	862	2	864		79,908.0	532.7
Extension	320	550	870	10,991	140,778.0	937.8
TOTAL	**4,007**	**695**	**4,702**	**11,006**	**512,082.9**	**3,413.7**
Future Skills						
Credit	123	28	151	768	19,205.1	127.9
Non-credit				446	6,754.7	45.1
Palliser						
Certificate/Diploma	1,485	123	1,608	4	251,229.6	1,674.4
Apprenticeship	1,068		1,068	19	39,872.3	265.9
Adult Basic Education	198	59	257		20,927.5	139.4
Extension	250	16	266	5,438	65,024.5	433.4
TOTAL	**3,001**	**198**	**3,199**	**5,461**	**377,053.9**	**2,513.4**
University Courses				420	5,460.0	42.0
Future Skills						
Credit	99	30	129	165	9,962.2	66.4
Non-credit				102	8,303.7	55.2
Wascana						
Certificate/Diploma	1,257	282	1,539	327	170,621.6	1,137.8
Apprenticeship	82		82		2,232.9	14.9
Adult Basic Education	786	40	826		66,901.9	446.2
Extension	252	172	424	8,650	70,403.5	469.2
TOTAL	**2,377**	**494**	**2,871**	**8,977**	**310,159.1**	**2,067.9**
Future Skills						
Credit	140	19	159	440	5,811.1	38.7
Non-credit				258	23,694.7	158.0
Woodland						
Certificate/Diploma	832	25	857	19	100,382.0	699.1
Apprenticeship	260		260		10,326.9	68.7
Adult Basic Education	364	100	464		37,255.5	248.4
Extension	394	11	405	3,315	66,924.0	446.2
TOTAL	**1,850**	**136**	**1,986**	**3,334**	**214,888.4**	**1,432.4**
University Courses				1,060	20,319.0	156.3
Future Skills						
Credit	184	35	219	2,106	37,941.5	252.7
Non-credit				333	9,536.7	63.7

management discussion and analysis

real life learning Right Here

Operating Environment

Fundamental structural changes in Saskatchewan's labour force are reflected in the new economy, characterized by rapid technological change and knowledge-intensive activities. Technical and organizational changes are contributing to upskilling and an increased demand for technical and general employability skills. There is every indication that Saskatchewan's labour force reflects the changes in required skill levels evident in the Canadian workforce. In the year 2000, almost 60% of the workforce required some form of technical- or trades-related post-secondary education. The demand for management training is increasing, while the demand for university-educated employees remains flat, and employment opportunities for employees with Grade 12 or less are shrinking. According to the Pan-Canadian Education Indicators report, Saskatchewan has one of the lowest levels of university and other post-secondary education in its labour force in the four Western provinces. Based upon those statistics, SIAST expects to play a major role in improving the education and training of Saskatchewan's workforce.

Saskatchewan has a larger percentage of rural population than the other Western provinces (38% in Saskatchewan, 30% in Manitoba and 20% in Alberta). Consequently, the demand for programs in the rural and northern areas of the province will remain high during the planning period. The need for distributed learning will expand with the increase in Aboriginal populations in the province. In addition, SIAST is competing with private trainers and neighboring provincial institutions in the recruitment of potential Saskatchewan students.

In summary, SIAST can look forward to a challenging and competitive post-secondary environment that links accountability to outcomes. SIAST's success will be determined by the excellence of its programs; its flexibility in training delivery; its innovative use of technology to increase responsiveness and accessibility at provincial, national and international levels; the delivery of instruction in a multi-modal fashion; and its ability to develop partnerships and linkages.

FINANCIAL PERFORMANCE

Key Financial Results

(in thousands of dollars)	2001 Actual	2000 Actual
Excess (Deficiency) of revenue over expenditures	$ (17)	$ 3,194
Grants	83,306	76,409
Contractual services	20,313	21,613
Tuition and fees	16,311	14,902
Salaries and benefits	83,561	76,026
Facilities rental	15,841	14,958
Material and supplies	9,781	9.800
Services	9,466	7,847
Unrestricted net assets	1,801	5,122

management discussion and analysis (continued)

2000 – 2001 Highlights

- Excess of expenditures over revenue of $0.017 million was a 100.5% decrease from last year
- Grants increase by $6.897 million or 9.0%
- Contractual revenue decreased by $1.3 million or 6.0%
- Tuition and fees increased by $1.409 million or 9.5%
- Salaries and benefits increased by $7.535 million or 9.9%
- Services increased by $1.619 million or 20.6%
- Unrestricted net assets decreased by $3.321 million or 64.8%

Grant revenues increased as a result of a 4.0% increase in the base operating grant, increased funding for the Nursing Education Program of Saskatchewan and Licensed Practical Nursing, increased funding to cover the costs arising from the settlement of the Collective Agreement with the SIAST unions and the implementation of the Job Classification Plan for administrative support employees, offset by a reduction in the accommodation grant for facilities.

The decrease in contractual services revenue was caused by reductions in training required by other educational institutions and regional colleges and less private industry training. The main program areas with reductions were the Industrial and Business and Agriculture Divisions and International Services. In addition, the level of apprenticeship training was below the previous year.

Tuition and fee revenues increased because of a 9.1% increase in tuition fees, increased enrollments in several programs and an increased level of fee-payer Extension training.

Salary and benefit increases were higher than estimated due to the settlement of the Collective Agreement with SIAST's unions, effective July 2000, and the cost of the Job Class Plan review of administrative support positions. The effective date of the Job Class Plan implementation is April 1, 1997, and any salary increase results in retroactive pay for the employees.

The increase in services was caused by the unbudgeted purchase of telephone equipment previously rented, an increase in the bad debt expense and other numerous increases for services and consulting purchases.

The level of Unrestricted Net Assets declined significantly; as a result the amount spent on capital exceeded the amount of amortization expense.

PERFORMANCE AGAINST PLAN

Key Financial Results

(in thousands of dollars)	2001 Plan	2001 Actual	2002 Plan
Excess (Deficiency) of revenue over expenditures	$ 0	$ (17)	$(2,680)
Grants	80,551	83,306	80,798
Contractual revenues	21,938	20,313	20,952
Tuition and fees	15,922	16,311	16,436
Salaries and benefits	80,893	83,561	80,750
Facilities rental	15,452	15,841	15,445
Material and supplies	10,399	9,781	10,224
Services	8,543	9,466	9,541

management discussion and analysis [continued]

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Fiscal 2001 was a successful year with the actual results being very close to the plan. The Operating Grant exceeded plan as a result of a one-time funding increase to cover the cost of the new Collective Agreement and the Job Class Plan review of administrative support positions. Contractual revenues were below plan as a result of training in the Industrial and Business and Agriculture Divisions being lower than plan. Tuition and fees exceeded plan because of increased Skills Initiative training as well as increased intakes and lower attrition rates in several programs. Salaries and benefits exceeded plan as a result of the settlement of the Collective Agreement and the Job Class Plan review for administrative support positions. Materials and Supplies was less than plan resulting from the fee implemented by the print shops to recover the cost of producing program materials. Services exceeds plan because of the implementation of the fee for printed materials, the purchase of telephone equipment that was not in the plan, increased bad debt expense and increased consulting fees in a number of areas.

Outlook 2001- 2006

The first year of the approved SIAST Business Plan 2001-2006 will be a difficult one. The increases in salary and benefit costs arising from the 2000-2003 Collective Agreement have not been included in the operating grant. In 2000-2001, SIAST's financial obligations to employees were met in part through a $2.8 million, one-time government grant. In 2001-2002, the increase in the operating grant from the provincial government will not cover all such costs and will result in a $2.7 million deficit. All reserves will be consumed to cover the shortfall. For the remainder of the period to 2006, an unsustainable $4.6 million deficit is projected for each year if SIAST is to meet its program and service mandate. A significant reduction in SIAST programs and services will occur if this deficit is not covered by subsequent operating grant increases.

In 2001-2002, the approved deficit budget provides for major initiatives including the Quality Learning Organization; development of a Post-Secondary Success Program; introduction of new programs for Architectural and Building Technologies; Computer Network and Helpdesk Technician and Water Resource Engineering Technician; converting several computer science programs to online delivery which will result in an increase in the number of graduates, expansion of the TeleService program and changing the Agricultural Machinery Technician program to better suit labour market requirements.

Risk Management

SIAST faces a number of risks in conducting its operations as a post-secondary educational institution. These risks are in the areas of reputation, human resource, technology, finances and competition. SIAST monitors these risks and implements initiatives to manage its exposure.

Reputation

In order to achieve its objectives, SIAST must be recognized by students, employers and the public to be a provider of high-quality, relevant training and education in an environment that is administratively efficient and effective. SIAST regularly solicits information on the quality of its programs through the annual Graduate Survey, Program Advisory Councils, membership in industry groups and program accreditation reviews. In addition, program standardization and coring are ongoing to ensure the same program offered at all campuses is identical and of high quality.

Human Resources

SIAST's goals and objectives are achieved through the people it employs and the application of their particular knowledge and skills in the delivery and administration of training and education services. People represent a significant resource for the organization. SIAST's ability to achieve its goals and objectives is dependent upon the maintenance of a high-quality staff.

management discussion and analysis (continued)

SIAST realizes that a large number of its staff will be retiring in the next five years. Strategies are in place, or being developed, to ensure that qualified new personnel are recruited on a timely basis and that retirements occur in an orderly manner, without disrupting student education. Also, the knowledge required by instructors is changing quickly in many areas and SIAST is making provisions to hire new people with the appropriate skills or to retrain existing staff. Standardization and control over course development will also ensure SIAST is not exposed to the risks associated with instructors taking course material when they leave.

Technology

The use of technology is pervasive throughout the organization and there is a high level of reliance placed upon it. SIAST has recognized the reliance on key systems and has purchased equipment and software to ensure maximum availability of these systems. Significant capital expenditures have been made in the past year to update SIAST's computers and future plans call for a significant investment to be made each year.

Financial

SIAST is dependent upon public funding for a significant portion of its revenues and as a result is exposed to the risk of the reduction of funding or funding not keeping pace with the costs of delivering training. SIAST decides how to allocate funding and this creates the risk that the public and government will not agree with the allocation. SIAST has taken several actions to reduce this risk. It works closely with the Department of Post-Secondary Education and Skills Training to determine the department's goals and advise the department of how SIAST's activities are working toward the achievement of these goals. The Program Advisory Councils are also a valuable source of information on whether or not SIAST programs are meeting public expectations. A marketing campaign was implemented during 2001 to inform the public of the valuable role of SIAST in the delivery of post-secondary education. SIAST will be working closely with the department to ensure the impact of not increasing the current level of Operating Grant funding is understood.

Competitive

Other public and private institutions, from within and beyond the provincial borders, are competing for a smaller number of potential students. SIAST is counteracting this competition by keeping its training relevant to the workplace, making sure its courses are price competitive and expanding delivery options to ensure the training is convenient for the student. In addition, the Virtual Campus initiative will potentially expand the student base and could result in an increase in enrollment in some areas.

Governing Authorities

SIAST is required to comply with the requirements of several different and diverse areas of the provincial government. SIAST actively monitors the requirements of the many different areas of government and ensures that it remains in compliance with these requirements. In addition, the external auditors annually report on SIAST's compliance with:

- The Saskatchewan Institute of Applied Science and Technology Act, 1987
- The Financial Administration Act, 1993
- The Department of Post-Secondary Education and Skills Training Act, 2000
- The Tabling of Documents Act, 1991

management report

The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. Financial statements are not precise because they include certain amounts based on estimates and judgements. Management has ensured that the financial statements are presented fairly in all material respects. The financial information presented elsewhere in the annual report is consistent with that in the financial statements.

Management has ensured that the organization is in compliance with the provisions of legislation and related authorities.

Management maintains a system of internal accounting and administrative controls to provide reasonable assurance that the financial information is relevant, reliable and accurate and that assets are appropriately accounted for and adequately safeguarded.

The Board of Directors of SIAST is responsible for reviewing and approving the financial statements and, primarily through its Audit Committee, ensures management fulfills its responsibilities for financial reporting.

The Audit Committee is appointed by the Board and is composed of directors who are not employees of SIAST. The Audit Committee meets periodically with management and with external auditors to discuss internal controls, auditing matters and financial and reporting issues to satisfy itself that each party is properly discharging its responsibilities. The Audit Committee reviews the financial statements and the external auditors' report and also considers, for approval by the Board, the engagement or reappointment of the external auditors. The Audit Committee reports its findings to the Board for its consideration when approving the financial statements for issuance.

The financial statements have been audited by KPMG LLP and the Provincial Auditor of Saskatchewan in accordance with Canadian generally accepted auditing standards. KPMG LLP and the Provincial Auditor of Saskatchewan have full and free access to the Audit Committee.

Art Knight
President

Rand B. Smale C.A.
Chief Financial Officer

August 17, 2001

auditors' report

To the members of the legislative assembly of Saskatchewan

We have audited the statement of financial position of the Saskatchewan Institute of Applied Science and Technology as at June 30, 2001, and the statements of operations, changes in net assets and cash flows for the year then ended. The Institute is responsible for preparing these financial statements for the Treasury Board's approval. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Institute as at June 30, 2001, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

KPMG LLP
Chartered Accountants
Saskatoon, Saskatchewan

August 17, 2001

Acting Provincial Auditor
Regina, Saskatchewan

August 17, 2001

STATEMENT OF FINANCIAL POSITION

June 30, 2001, with comparative figures for 2000

(in thousands of dollars)	2001	2000
Assets		
Current assets:		
Cash and short-term investments (note 3)	$ 20,630	$ 14,969
Accounts receivable (note 4)	5,355	6,702
Inventories (note 5)	1,816	1,928
Prepaid expenses	241	211
	28,042	23,810
Capital assets (note 6)	23,379	18,364
	$ 51,421	$ 42,174
Liabilities and net assets		
Current liabilities:		
Accounts payable and accrued liabilities	$ 7,711	$ 5,843
Salaries and benefits payable	10,740	6,906
Unearned revenue (note 7)	3,570	2,941
Deferred grants (note 9)	2,516	1,726
Current portion of obligation under capital leases (note 8)	32	77
	24,569	17,493
Obligation under capital leases (note 8)	121	177
Deferred grants related to capital assets (note 10)	10,787	8,543
	35,477	26,213
Net assets		
Net assets invested in capital assets	12,439	9,567
Operating net assets:		
Unrestricted	1,801	5,122
Internally restricted (note 11)	1,704	1,272
	15,944	15,961
Commitments (note 12)		
	$ 51,421	$ 42,174

See accompanying notes to financial statements.

On behalf of the Board:

C Boyczuk _____ Director

_____ Director

STATEMENT OF OPERATIONS

Year ended June 30, 2001, with comparative figures for 2000

(in thousands of dollars)	2001 Budget	2001 Actual	2000 Actual
Revenue:			
Grants	$ 80,551	$83,306	$ 76,409
Contractual services	21,938	20,313	21,613
Tuition and fees	15,922	16,311	14,902
Sales	6,427	6,624	6,161
Interest	900	1,411	1,005
Amortization of deferred capital grants	1,166	1,132	1,096
Rentals	99	141	237
Donations	38	129	267
	127,041	129,367	121,690
Expenditures:			
Salaries and benefits	80,893	83,561	76,026
Facilities rental	15,452	15,841	14,958
Materials and supplies	10,399	9,781	9,800
Services	8,543	9,466	7,847
Amortization	5,320	5,205	4,519
Travel	3,642	3,274	3,125
Equipment rental and repairs	2,581	2,016	1,988
Scholarships and donations	211	240	233
	127,041	129,384	118,496
Excess (deficiency) of revenue over expenditures	$ –	$ (17)	$ 3,194

See accompanying notes to financial statements.

STATEMENT OF CHANGES IN NET ASSETS

Year ended June 30, 2001, with comparative figures for 2000

(in thousands of dollars)	Invested in Capital Assets	Unrestricted	Internally Restricted	2001 Total	2000 Total
Balance, beginning of year	$ 9,567	$ 5,122	$ 1,272	$ 15,961	$ 12,767
Excess (deficiency) of revenue over expenditures	(3,973)	3,956	–	(17)	3,194
Investment in capital assets	6,845	(6,845)	–	–	–
Internally imposed restrictions (note 11)	–	(432)	432	–	–
Balance, end of year	$ 12,439	$ 1,801	$ 1,704	$15,944	$ 15,961

See accompanying notes to financial statements.

STATEMENT OF CASH FLOWS

Year ended June 30, 2001, with comparative figures for 2000

(in thousands of dollars)	2001	2000
Cash from operating activities		
Excess (deficiency) of revenue over expenditures	$ (17)	$ 3,194
Amortization of capital assets	5,205	4,519
Amortization of deferred capital grants	(1,132)	(1,096)
Change in non-cash working capital (note 13)	8,550	(4,733)
Gain on sale of capital assets	(100)	(67)
Cash generated from operating activities	12,506	1,817
Financing and investing activities		
Grants for purchase of capital assets	3,376	2,293
Repayments of obligation under capital leases	(101)	(153)
Proceeds from sale of capital assets	240	183
Purchase of capital assets	(10,360)	(7,156)
Net cash used in financing and investing activities	(6,845)	(4,833)
Net increase (decrease) in cash and short-term investments	5,661	(3,016)
Cash and short-term investments, beginning of year	14,969	17,985
Cash and short-term investments, end of year	$ 20,630	$14,969

See accompanying notes to financial statements.

1. Statutory authority:

The Saskatchewan Institute of Applied Science and Technology (SIAST) was established as a public educational corporation by the Legislative Assembly of Saskatchewan under *The Institute Act* and is continued under *The Saskatchewan Institute of Applied Science and Technology Act*.

2. Significant accounting policies:

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles and include the following significant accounting policies:

(a) Revenue recognition:

SIAST follows the deferral method of accounting for grants. Grants for expenditures of future periods are deferred and recognized as revenue in the year in which the related expenditure is incurred. Grants for capital assets are deferred and recognized as revenue on the same basis as the acquired capital assets are amortized.

Revenue from contractual services is recognized as the service is delivered. Revenue from tuition and fees is recognized as the course instruction is delivered.

(b) Inventories:

Inventories consist of merchandise and supplies held for resale and are valued at the lower of cost and net realizable value. Administrative and program supplies and library periodicals are not inventoried.

(c) Capital assets:

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Amortization is charged to operations on the straight line basis over the following estimated useful lives of the assets:

Asset	Period
Industrial and heavy equipment	10 years
Furniture	10 years
Office equipment, specialized equipment and library	5 years
Vehicles	8 years
Leasehold improvements:	
SPMC-owned properties	15 years
Other properties	Lease term
Computer equipment	3 years

(d) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions regarding the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures for the year. Actual amounts may differ from these estimates.

3. Cash and short-term investments:

(in thousands of dollars)

	2001	2000
Cash	$ 1,933	$ 1,347
Short-term investments	18,697	13,622
	$ 20,630	$ 14,969

The investment in short-term investments is stated at cost which approximates market value.

4. Accounts receivable:

(in thousands of dollars)

	2001	2000
Tuition fees	$ 161	$ 100
Programs delivered	1,213	2,253
Federal government	1,046	806
Provincial government - General Revenue Fund	1,997	3,051
Other	938	492
	$ 5,355	$ 6,702

5. Inventories:

(in thousands of dollars)

	2001	2000
Bookstores	$ 1,675	$ 1,799
Food services	76	76
Shop and service supplies	65	53
	$ 1,816	$ 1,928

6. Capital assets:

(in thousands of dollars)

			2001	2000
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Vehicles and equipment	$ 68,723	$ 55,850	$ 12,873	$ 11,563
Leasehold improvements	12,705	2,199	10,506	6,801
	$ 81,428	$ 58,049	$ 23,379	$ 18,364

7. Unearned revenue:

(in thousands of dollars)

	2001	2000
Tuition and fees	$ 1,120	$ 847
Contractual services	903	1,093
Grants - operations and rent	1,141	495
Other	406	506
	$ 3,570	$ 2,941

8. Obligation under capital leases:

(in thousands of dollars)

	2001	0
Obligation under capital leases, beginning of year	$ 254	$ 407
Repayments during the year	(101)	(153)
Obligation under capital leases, end of year	153	254
Less current portion	32	77
Long-term obligation under capital leases	$ 121	$ 177
Minimum lease payments under the capital leases are as follows:		
2002		$ 45
2003		45
2004		35
2005		33
2006		30
Total minimum lease payments		188
Less amount representing future interest		35
Net obligation under capital leases		$ 153

Interest rates on the leases range from 3.0% to 11.5%. Interest expensed during the year amounted to $32 (2000 - $36). Subsequent to June 30, 2001, SIAST entered into a number of new capital leases. Interest rates on these leases range from 8.68% to 9.38%, and the minimum lease payments total $588.

9. Deferred grants:

(in thousands of dollars)

	Skills Training	Capital Assets	2001 Total	2000 Total
Beginning balance	$ 1,456	$ 270	$ 1,726	$ 778
Amount received	2,548	3,578	6,126	2,818
Recognized as revenue in the year	(2,364)	(2,972)	(5,336)	(1,870)
Ending balance	$ 1,640	$ 876	$ 2,516	$ 1,726

Skills Training deferred grants represent unspent grants which are restricted to the Skills Training programs. Under these programs, the Department of Post-Secondary Education and Skills Training provides funding to enable SIAST to respond regionally to emerging skills shortages. Capital assets represents unspent grants for capital assets.

10. Deferred grants related to capital assets:

(in thousands of dollars)

	2001	2000
Beginning balance	$ 8,543	$ 7,346
Amortization	(1,132)	(1,096)
Assets purchased	3,376	2,293
Ending balance	$ 10,787	$ 8,543

Deferred grants relating to capital assets represent the unamortized portion of grant amounts expended for capital assets.

11. Internally restricted net assets:

(in thousands of dollars)

	Equipment Renewal	Strategic Initiatives	2001 Total	2000 Total
Beginning balance	$ 1,046	$ 226	$ 1,272	$ 849
Current expenditures	(1,046)	–	(1,046)	(623)
Current restrictions	1,478	–	1,478	1,046
Ending balance	$ 1,478	$ 226	$ 1,704	$ 1,272

Budgeted figures exclude expenditures that were funded out of internally restricted net assets. Current year expenditures funded from internally restricted net assets are $1,046 (2000 - $623); $1,478 (2000 - $1,046) has been transferred from unrestricted to internally restricted net assets to fund future expenditures.

12. Commitments:

SIAST has a number of operating lease commitments pertaining to land, buildings and equipment. The majority of land and buildings are leased on a continuing basis from the Saskatchewan Property Management Corporation (SPMC). The remaining land and buildings, as well as the equipment, are leased from various private lessors.

A summary of the future minimum operating lease commitments over the next five years is as follows:

(in thousands of dollars)

	Land and Buildings		Equipment	Total
	SPMC	Other Lessor	Other Lessor	
2002	$ 15,421	$ 541	$ 1,140	$17,102
2003	15,421	–	–	15,421
2004	15,421	–	–	15,421
2005	15,421	–	–	15,421
2006	15,421	–	–	15,421

SIAST is committed to providing annual funding toward professional development activities of in-scope academic and administrative support employees. The commitment for fiscal 2002 as required by the Collective Agreement is $487. SIAST has implemented a succession planning incentive plan effective July 1, 2001. SIAST is committed to providing annual funding toward this plan. The minimum annual commitment for fiscal 2002 as required by the Collective Agreement is $350.

13. Change in non-cash working capital:

(in thousands of dollars)

	2001	2000
Accounts receivable	$ 1,347	$ (1,783)
Inventories	112	(568)
Prepaid expenses	(30)	107
Accounts payable and accrued liabilities	1,868	1,853
Salaries and benefits payable	3,834	551
Unearned revenue	629	(5,841)
Deferred grants	790	948
	$ 8,550	$ (4,733)

14. Financial assets and liabilities:

Cash and short-term investments, accounts receivable, accounts payable and accrued liabilities and salaries and benefits payable are all short-term in nature and as such their carrying value approximates fair value.

15. Related parties (in thousands of dollars):

Included in the financial statements are revenue and expenditure amounts resulting from routine transactions conducted at prevailing market prices with various Saskatchewan Crown-controlled departments, agencies and corporations with which SIAST is related. Account balances resulting from these transactions are included in the balance sheet and settled on normal trade terms. Other transactions with related parties are disclosed elsewhere in these statements.

During the year SIAST recognized revenue from the General Revenue Fund of the Province of Saskatchewan for operations and rent in the amount of $83,231 (2000 - $76,297). The Department of Post-Secondary Education and Skills Training through the General Revenue Fund also funds training on a contractual basis. During the year, $6,965 (2000 - $13,473) was recognized for these contractual programs.

SIAST recognized revenue for contractual services of $6,027 from the Saskatchewan Apprenticeship and Trade Certification Commission to provide apprenticeship training. In prior years, funding for these programs was included in payments received from the Department of Post-Secondary Education and Skills Training.

SIAST also recognized revenue for contractual services from the Province of Saskatchewan regional colleges for $3,634 (2000 - $3,393). SIAST made payments to regional colleges totaling $324 (2000 - $302).

SIAST paid SPMC $20,998 (2000 - $16,532) for accommodation, construction management and other services. These transactions are at rates set by SPMC.

Included in Services Expenditures is $2,256 (2000 - $1,952) paid to SaskTel for communication services. These transactions are recorded at rates set by SaskTel.

The short-term investments set out in Note 3 are held by the Department of Finance as custodian.

SIAST employees participate in various multi-employer defined benefit and money purchase type pension plans. The majority of these are managed and administered by the Department of Finance. Employer contributions for money purchase plans are included in expenditures in these financial statements. Employer obligations associated with the defined benefit pension plans are the responsibility of the General Revenue Fund of the Province of Saskatchewan.

Payments to other related agencies included: Public Employees Pension Plan $5,440 (2000- $5,236), Public Service Superannuation Plan $335 (2000 - $379), Public Employees Dental Plan $647 (2000 - $635), University of Saskatchewan $284 (2000 -$377) and the Workers Compensation Board of Saskatchewan $451 (2000 - $260).

The Kelsey Foundation Inc., the Palliser Campus Development Foundation, the Wascana Campus Foundation Inc., and the Woodland Campus Foundation Inc. are not-for-profit organizations that operate to offer financial support to the students at their respective campuses. Funds solicited by the foundations are used to provide scholarships directly to students and for equipment donated to the campuses for use in program delivery. For the Kelsey Foundation Inc.'s year ended December 31, 2000, donations in kind to SIAST Kelsey Campus were $164 (2000 -$393).

16. Expenditures by function:

Following is a summary of expenditures by function:

(in thousands of dollars)

	2001	2000
Programs	$ 79,681	$ 72,743
Facilities	16,020	15,317
Administration	18,881	16,348
Student services	8,776	8,496
Ancillary	6,026	5,592
	$ 129,384	$ 118,496

glossary of terms

Acronyms

ACCC - Association of Canadian Community Colleges

BE - Basic Education

CBE - Competency-based Education

CGCA - Canadian Guidance Counsellors Association

CIDA - Canadian International Development Agency

DTI - Dumont Technical Institute

ESL - English as a Second Language

FTE - Full-time Equivalent

GED - General Educational Development

HRDC - Human Resources Development Canada

LPN - Licensed Practical Nurse

MOU - Memorandum of Understanding

NEPS - Nursing Education Program of Saskatchewan

PLAR - Prior Learning Assessment & Recognition

SABEA - Saskatchewan Adult Basic Education Association

SALPN - Saskatchewan Association of Licensed Practical Nurses

SCN - Saskatchewan Communications Network

SIFC - Saskatchewan Indian Federated College

SIIT - Saskatchewan Indian Institute of Technologies

Definitions

Competency-based Education (CBE):
A method of teaching/learning in which students progress at a flexible pace against pre-defined timelines through a program map of learning competencies.

Co-operative Education (Co-op Ed):
A method of teaching/learning that alternates classroom study/training with paid on-the-job experience.

Full-time Equivalent (employee):
One FTE is one full-time job for one financial year calculated on the basis of the ratio of hours worked (excluding overtime) to normal agreement hour provisions.

General Educational Development (GED):
The General Educational Development program is a high-school equivalency testing program leading to an equivalency certificate at the Grade 12 level.

Practicum:
A component of a SIAST program that has structured on-the-job placement in which students are supervised, monitored and evaluated by a SIAST employee.

Pre-employment:
Entry-level training in designated trades usually designed to provide trades training for students without previous experience in the trade. Training is credited toward eventual apprenticeship certification.

Prior Learning Assessment:
A process of evaluating knowledge and skills gained through non-formal learning for the purposes of obtaining credit.

Transfer Credit:
A course, from a recognized educational institution, for which a credit may be granted.

Work-based Training:
Work-based training links learning to the work role and has three interrelated components: learning structured to the workplace, providing appropriate on-the-job training/learning opportunities and identifying and providing relevant off-the-job learning opportunities.

Work Experience:
A component of a program that has an on-the-job placement in which students are supervised and evaluated by the employer and monitored for quality by a SIAST employee.

Work Term:
A component of a program consisting of paid on-the-job placement monitored by SIAST staff.